

Discipline / Suspension / Expulsion

- A. Parents are the primary educators of their children, we expect that they foster and support good discipline. Discipline should have a positive result leading to self-discipline.
- B. Positive or constructive discipline consists of effective use of time to promote wholesome ideals and develop desirable habits.
- C. Parents must instruct children that a teacher has the obligation to establish good order in the classroom, on school grounds, and at school functions.
- D. It is the right of every teacher to teach and the right of every student to learn in an orderly environment. Rules are necessary for the day to run smoothly and ensure everyone's safety.
- E. **STUDENT RULES OF GENERAL CONDUCT:** The following conduct by students in the school building, on the school grounds or at any school function is prohibited:

BEHAVIOR	CONSEQUENCE
Cheating	Failure of Test/Assignment, Detention
Inappropriate Lang./Profanity	Warning / Detention / Suspension
Disruption to education process	Warning / Detention / Suspension / Expulsion
Defiance/Insubordination	Detention /Suspension /Expulsion depending on situation
Vandalism	Detention /Suspension, Restitution/Report to Authorities
Assault (physical)	3-5 day Suspension and possible police involvement
Assault (Verbal)	1-3 day Suspension (Harassment policy)
Theft	1-3 day Suspension, Restitution and possible police involvement
Excessive Tardiness (+3)	Detention per tardy over 3, Truancy report after 15
Possession of electrical devise: cell phones, head phones, laser pointers, etc.	Warning / Detention and possible loss of devise
Excessive display of affection	Warning / Detention / Suspension
Violation of dress code	Warning / Detention / Suspension
Leaving school grounds	Detention / Suspension
Possession or use of drugs or drug paraphernalia	Report to authorities / Suspension / Expulsion
Possession or use of tobacco	Suspension / Expulsion
Possession of a weapon	Report to Authorities / Suspension / Expulsion
Violation of other rules deemed appropriate and consistent with the mission of this school	Warning / Detention / Suspension
Threats / Bullying	Warning / Detention / Suspension / Expulsion
Hazing	Warning / Detention / Suspension / Expulsion

CONSEQUENCES for not following school rules will be determined by the school administration and may include any of the following:

1. Meeting with teacher after class or phone call by parent to teacher
2. Conference with principal and/or social worker, teacher, parent, student
3. Discipline referral to office will result in phone call to parent and/or letter sent home.
4. Detention (served before, during or after school)
5. Suspension: In or Out of School-for a period not to exceed five days
6. Report to law enforcement agency
7. Repair or replacement of damage or theft
8. Expulsion – prohibit an enrolled student from attending school

SUSPENSION: Action taken by School Administration prohibiting a pupil from attending classes for a period of no more than five days unless expulsion hearings are scheduled.

PROCEDURES FOR OUT OF SCHOOL SUSPENSION:

1. Student and Parent/s are notified of the suspension.
2. Within 48 hours the student and parent/s will be contacted by phone and/or in person and a letter will be sent containing:
 - a. Grounds for suspension
 - b. Statement of facts
 - c. Statement of people involved
 - d. Date of conference between student, parent/s and administration
3. Conference between student, parents/ and administration must be held before the student is allowed to return to school.

EXPULSION: An action taken by Mary of Lourdes School Board to prohibit an enrolled student from attending school.

PROCEDURES FOR EXPULSION:

1. Student will be suspended from school until a decision has been made from the Expulsion Hearing.
2. A letter containing the date, time, and place of the Expulsion Hearing will be sent to the student and parent/s.
3. The Hearing will be held within 10 school days of the suspension at the building the student has been attending.
4. The Mary of Lourdes School Board Chair and at least 2 additional voting School Board members will comprise the Expulsion Hearing Committee.
5. The decision to expel or not expel the student will be made by the Hearing Committee.

RIGHTS OF BOTH PARTIES:

Prior to an expulsion hearing, both parties have the right to demand the following information from the other party:

1. The name of the party's counsel
2. The names of all witnesses the other party may call at the hearing
3. The identity of all evidence to be presented at the hearing

Both parties have the following right during the hearing:

1. To present evidence, testimony and have witnesses
2. To question the other party and witnesses
3. To explain and/or contradict all evidence
4. To make final arguments

Proceedings of the hearing shall be recorded and preserved. The recommendation of the School Board shall be made in writing within 48 hours.

PLEASE REALIZE:

1. Good discipline is imperative to the success of this school. Education can not proceed without good discipline. Students who disobey the rules and demonstrate a lack of respect impede or stop the learning process of the rest of the students.
2. We at Mary of Lourdes School can only have good discipline if it begins with and is supported by the students' families. We ask your cooperation in teaching your children good habits of self-discipline and respect for others.
3. In order for good discipline to succeed at school, it is necessary that parents support the teachers in the administration of discipline.

Policy Adopted: October 1993

Mary of Lourdes School Board

Revised: September 1997, August 2003, November 2004, August 2006